



# MEMORANDUM

## OFFICE OF THE TOWN MANAGER

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To: Town Council

From: Greg Larson, Town Manager

Subject: Items of Interest

Date: December 19, 2014

*Questions regarding the following Items of Interest should be directed to me. As specified by Town Policy, the Mayor or any two members of Council may request consideration of these or any items at a future Council Meeting.*

### 1. **Reminder – Town Closure**

As a reminder of prior information provided to Council, Town administrative offices will be closed Wednesday, December 24, 2014 through Friday, January 2, 2015. The Library will be closed Wednesday, December 24 through Sunday, December 28, 2014, and Wednesday, December 31, 2014 through Friday, January 2, 2015.

PPW and Police dispatch and patrol will operate as is typical on weekend days during all closure periods. Code Compliance and Building Inspection staff will be available on non-holiday weekdays as requested.

Chief Frisby, Laurel Prevetti and I will rotate availability for emergency response as needed through the holidays. I will also be out of state from January 4-7.

### 2. **Items of Interest and Council Mail**

Due to the Town closure period through January 2, 2015, there will be no print distributions of Items of Interest memos after today until January 9, 2015. E-Items will be issued as appropriate throughout that period.

Post Office mail delivery to the Civic Center will also cease during the Town closure, and the Town resumes regular postal mail delivery on Monday, January 5, 2015. After today's mail delivery from our offices to Council, the next regular delivery from our offices to you will be Friday, January 9, 2014.

3. **Los Gatos Magazine – Council Photo Request**

My office received a request from the Los Gatos Magazine publication for photos of the newly elected and re-elected Council members. We have provided the photos, which are also available on the Town website as public information.

4. **2015 Council Committee Appointments**

Attached is the 2015 Council Committee Appointments that was adopted by Council at the December 16 meeting. A current copy has also been placed in your Council meeting binder.

Janette has already notified all agencies regarding Los Gatos' Appointees and Alternates, including current contact information for the Council member appointee. As a result of these notifications, you may have started to receive communications from those agencies to which you have been appointed (or to which you are continuing an appointment), or you may begin to see information sent to you after the first of the year. You may also be contacted separately and asked to verify contact or other preferred information.

Additionally, we are still in the process of obtaining and confirming 2015 meeting dates from all applicable agencies. Janette will ensure that all confirmed meeting dates are added to your calendars in a timely manner as soon as they are known.

5. **FY 2014/15 Operating Budget and CIP**

Included with Council's mail today are bound copies of the FY 2014/15 Operating and Capital Summary Budget, and the Capital Improvement Program Budget for FY 2014/15 – 2018/19. These are both also available on the Town's website in pdf format; however, we are distributing hard copies for your convenience.

GL:jj

Attachments

2015 Council Committee Appointments (adopted by Council Dec. 16, 2014)  
FY 2014/15 Operating Budget and CIP